

BUREAU OF SEXUALLY TRANSMITTED DISEASE CONTROL

FIELD INTERVIEWER/INVESTIGATOR EVALUATION TASKS AND STANDARDS

A. Conducts interviews of patients infected with a Sexually Transmitted Disease in a manner which best contributes to the interruption of the transmission of disease. Ensures rapid, confidential examination of persons at-risk in order to prevent disease acquisition/complications/congenital transmission.

1. *Syphilis-*

- a. Interview $\geq 90\%$ of the early cases assigned.
- b. Interview 75% of (of cases interviewed) within three days of assignment.
- c. Maintain a Disease Intervention Index (DII) of 1.00 for all early syphilis case interviews.
- d. Maintain a Cluster Examination Index (CEI) of 2.00 for all early syphilis case interviews.
- e. Conduct at least one re-interview for 80% of the early cases interviewed.
- f. Pursues/documents names, physical descriptions, and locating information for all persons identified as at-risk for disease in accordance with established program guidelines.
- g. Performs interviews pursuant to structure outlined in the Bureau's Employee Field Manual.
- h. Effects/confirms medical examination of 85% of all persons identified as contacts to early infection.
- i. Effects examination of 80% of all contacts examined to early syphilis in ≤ 7 days.

Attachment 2
(continued)

- j. Ensures prophylactic therapy to 90% of all contacts eligible for such therapy.
- k. Dispositions 85% of all priority reactors in ≤ 7 days.

2. *Gonorrhea-*

- a. Interview $\geq 65\%$ of priority cases assigned.
- b. Interview 65% of (a) within 7 days of assignment.
- c. Maintain a Disease Intervention Index (DII) of .45.
- d. Conduct at least one re-interview on 50% of those cases where the initial interview elicited no contacts.
- e. Pursues/documents names, physical descriptions, and locating information for all persons identified as at-risk for disease in accordance with established program guidelines.
- f. Performs interviews pursuant to structure outlined in the Bureau's Employee Field Manual.
- g. Effects/confirms medical examination of 85% of all persons identified as contacts.
- h. Effects examination of 80% of all contacts examined in ≤ 7 days.
- i. Ensures prophylactic therapy to 90% of all contacts eligible for such therapy.
- j. Disposition 85% of all "infected, needs treatment" in ≤ 14 days.

3. *Chlamydia-*

- a. Interview $\geq 65\%$ of the priority cases assigned.
- b. Interview 65% of (a) within 7 days of assignment.

Attachment 2
(continued)

- c. Maintain a Disease Intervention Index (DII) of .45.
- d. Conduct at least one re-interview on 50% of those cases where the initial interview elicited no contacts.
- e. Pursues/documents names, physical descriptions, and locating information for all persons identified as at-risk for disease in accordance with established program guidelines.
- f. Performs interviews pursuant to structure outlined in the Bureau's Employee Field Manual.
- g. Effects/confirms medical examination of 85% of all persons identified as contacts.
- h. Effects examination of 80% of all contacts examined in ≤ 7 days.
- i. Ensure prophylactic therapy to 75% of all contacts eligible for such therapy.
- j. Disposition 85% of all "infected needs treatment" in ≤ 14 days.

B. Conduct HIV activities in a professional and sensitive manner.

1. Provider follow-up-

- a. Contacts provider within 72 hours of assignment of report (laboratory or provider) to collect necessary information to begin Partner Notification if indicated.

2. Partner Notification Assistance-

- a. Perform partner notification interviews and partner referrals consistent with the New York State HIV Surveillance and Partner Assistance Program Policies and Guidelines.
- 1. Initial attempt to interview index case will occur within 72 hours of assignment or providers request.

Attachment 2
(continued)

2. Initial investigation of contacts will occur within 72 hours of elicitation or assignment.

C. Complete required epidemiologic reports in a professional manner.

1. Initiates all reports of patient interviews within 24 hours of interview, completes as quickly as possible, and submits to supervision for review and direction.
2. Documents all pertinent patient information on common Major Analytical Points Sheets, O. I. Information Sheets, or within the case file, as instructed.
3. Documents all pertinent investigative efforts on field referral forms.
4. Submits reports which are complete, legible, and within established deadlines.

D. Establishes/maintains professional relationships which contribute to the goals of the Bureau and the Department.

1. Conducts visits to screening/treatment sites, emergency rooms, laboratories and community based organizations to facilitate surveillance and reporting and educational activities as assigned.
2. Participates in meetings with host agencies to promote communication, effect problem resolution, and enhance the Bureau's presence at the local level as assigned.
3. Conducts self in a professional, diplomatic, and tactful manner at all times, and especially with patients, colleagues, and supervisors.
4. Accepts/carries out all other duties assigned by the supervisor.